

SPRING CITY BOROUGH COUNCIL MEETING

February 6th, 2017 - 7:00 P.M.

CALL TO ORDER:

Vice-President Shaner called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

ATTENDANCE:

The following members were present: Councilmen Battelle, Bauman, Castor, Kern, Shaner, Sweeney, Solicitor Romain, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Battelle motioned to approve the minutes of the January 3rd, 2017 council meeting. Mr. Castor seconded. Motion carried.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of January, 2017. **TRASH DISPOSAL** - 77.2 tons of refuse was hauled to the Lanchester Landfill by Eagle Disposal and Waste Management from December 27th through January 30th. Twelve (12) bulk pick-ups were made during the month. **RECYCLING** - A.J. Blosenski submitted the 2016 Fourth Quarter Recycling Tonnage Report as follows: Mixed Paper 37.1 tons, co-mingle 32.1 tons. The total residential tonnage of recyclables collected in 2016 was Mixed Paper – 153.6 tons, co-mingle – 135.5 tons. One Hundred Seventy Three (173) Christmas trees were collected at curbside. 6.3 tons of yard waste was collected at curbside on Mondays. Eight Hundred (800) pounds of scrap metal was transported to Phoenixville Scrap on January 18th.

MAINTENANCE - Replaced the backboard at the Brown Street Park Basketball Courts. Miller Brothers installed a luminaire fixture on the damaged street lamp post at 250 N. Main Street. The streets crew replaced three bulbs on the street lamp posts during the month.

STREET WORK - Storm water inlets were routinely cleaned. Cleaned the culvert along South Main Street between Gay Street and Hunsberger Road. Patched potholes on Gay Street, Oyster Alley, Cedar Street, and South Main Street. **MISCELLANEOUS** - Mr. Rittenhouse submitted the 2016 MS-965 Actual Use Report to the Penn Dot District Office on January 11th.

SANITATION AND SURFACE WATER: Mr. Shaner reported the average daily flow at the plant for the month of January was 310,000 gallons per day. The maximum flow for the month occurred on January 24th and was recorded at 483,000 gallons.

Plant operator, Steve Fegan, began taking grab samples at the pump stations in an effort to determine where the high flows of ammonia are coming from. He also followed this up with composite samples taken at the Main Street and Bridge Street Pump Stations. We are awaiting the test results of the composite samples.

The high ammonia readings have been discussed with PA DEP Water Quality Specialist, Dave Wolfinger, at one of his plant visits.

Our engineering firm submitted the annual effluent monitoring report to the Delaware River Basin Commission during the month.

Also, our engineers are preparing the preliminary 2016 Operations Summary for the annual Chapter 94 Report.

POLICE:

Mr. Sweeney read the police report for January, 2017 as follows: accidents 24; all traffic incidents 19; assaults/aggravated 1; alarms 4; bad checks 1; boro ordinance 1; burglary 1; criminal mischief 1; disorderly conduct/disturbing the peace/domestic 3; disturbances/domestic/fights/others 2; DUI 1; drugs (multiple) 1; firearms 1; forgery 1; fraud 2; fraud by deception 1; harassment 2; harassment by communication 5; medical emergency 18; mental health 2; non-criminal reports 7; parking complaints 4; police information 3; possessing instruments of crime 1; public drunk 1; rape 1; receiving stolen property 1; service calls/miscellaneous 1; simple assault 2; suspicious circumstances/person/auto 2; theft reports 5; trespassing 2; warrants 3; well being check 7; wires down 1. **Arrests:** criminal/non-traffic arrests - 10; traffic 26/speeding tickets 14/ court hours 30. **Assisted other departments: 3. Mileage traveled during the month of January:** Car 14-1 (2015 Dodge) 1,364 miles, Car 14-2 (2014 Dodge) 1,535 miles which made a total of 2,899 miles. **Gas used during the month of January:** Car 14-1 (2015 Dodge) 164.470 gallons and Car 14-2 (2014 Dodge) 151.290 gallons which made a total of 315.760 gallons of gas used during the month.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were four (4) building permits issued during the month of January, 2017. Patricia Dunwoody, 325 Broad Street, solar heat; Bill Yeoman, 20 Riverside Drive, roof; Elwood Wilson, 236 Bridge Street, roof; Mike Altemus, 357 Bridge Street, reline chimney. Estimated cost of construction for the month of January, 2017 was \$37,800. Permit fees collected for the month of January, 2017 was \$403.00.

PLANNING:

Copies of the January 18th Spring City Planning Commission meeting minutes were distributed to the members of council. Mr. Bauman reported the commission reviewed and discussed a proposed land development plan submitted by Spring City Electrical Manufacturing Company.

The plan involves the construction of a building addition and a material storage canopy to be used for light fixture fabrication and logistical operations.

The Planning Commission is recommending approval of the plan subject to the following conditions: A waiver request letter from the applicant requesting combined preliminary/final submission in lieu of separate preliminary and final submission; provision of a land development improvements agreement and performance guarantee; submission of sealed drawings; and compliance with the requirements requested by the borough engineer and the Chester County Planning Commission review letters.

The commission also recommends approval of the waiver request to allow the borough engineer to review the Soil and Erosion Control Plan in lieu of having the county conservation district review the plan.

PARKS & RECREATION:

Mr. Sweeney reported the Parks and Recreation Committee met on January 19th. and discussed the upcoming events related to the sesquicentennial, divided up responsibilities and fundraising options.

LIBRARY:

Mr. Kern reported on the January 17th Library Board Meeting as follows:

December statistics: The Circulation was 2,724; the 17 children's programs had attendance of 78; the 5 adult programs had attendance of 18; the borough Christmas tree lighting was attended by 200 adults and 75 children; the internet usage was 12.5 per day (average); the donations were \$184.81; the grants were \$800.00 for learning material and playscapes from PA Cruise into Kindergarten Initiative; the face book likes were 743; and the door count was 2,559.

The board wished a fond farewell to Mimi Niggel, who resigned to pursue other employment opportunities.

The board is looking to purchase new speakers for the laptop computer; discussed and agreed to be a polling place for both the May 16th and November 7th, 2017 elections; held an initial discussion on Municipal Night at the end of April; and noted that the library will be closed Monday, February 20th in honor of President's Day.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

Mr. Kern motioned the committee reports be approved as presented. Mr. Battelle seconded. Motion carried.

UNFINISHED BUSINESS:

1. Report on the Status of the Sesquicentennial Activities.

Mr. Sweeney updated council on the following Sesquicentennial activities: Sent out over 100 fundraising letters. Hot Air Balloon Festival - August 11 - Working with the school district. T-shirts and hats have been ordered. Flags for lampposts instead of banners; Twinkle lights for lampposts; Kickoff - March 25 with a marching band; Bank account has been established. Pay Pal account has been established. Online store for merchandise, vendor fees, and donations; reached out to elected officials at county, state and federal levels; met with "Mercury" reporter, Eric Devlin, article on January 28; many performers have been contacted for parade. Dates: Kickoff March 25th, 5K April 29th; Community Day May 20th; Beef and Beer June 3rd; Car Show June 17th; BBQ Festival July 15th; Religious Ceremony/Council Cookout August 6th; Hot Air Balloon Festival August 11th; Sesquicentennial Parade and Festival with Fireworks August 12th.

2. Review of the Proposed Amendment to the DC District of the Zoning Ordinance.

Mr. Romain addressed council concerning a proposed zoning ordinance amendment with regard to commercial parking requirements in the Downtown Commercial District.

The ordinance amendment deals with sections 1302B and 1302F.

The proposed amendment will be submitted to the Chester County Planning Commission and the Spring City Planning Commission for their comments. Their comments could be addressed as an agenda item during the March 6th meeting, then a public hearing for possible adoption could be advertised for April 3rd, 2017.

3. Update on the Status of the Proposed Rental Inspection Program Ordinance.

Mr. Romain informed council that he had a discussion recently with Mr. Rittenhouse and Mr. Mohn regarding the new Rental Inspection Ordinance and came to the following conclusions.

They would like to retain the current lease dwelling license fee and implement a new rental inspection procedure. To do this we would amend the current Ordinance Number 246 which covers the lease dwelling license fee and other pertinent housing and habitation issues. Also, any outdated items would be removed from the existing ordinance.

Also discussed by the group was issues concerning inspections of federally funded apartments, boarding rooms, laundry facilities and boiler rooms.

Mr. Romain, Mr. Rittenhouse, and Mr. Mohn will continue to work on a rental inspection program ordinance amendment and report back to council when they complete their review of the proposed amendment and existing Ordinance No. 246.

NEW BUSINESS:

1. Proclamation - Pennsylvania One Call System.

Mr. Castor motioned to adopt the Mayoral Proclamation which resolves that Spring City Borough proclaims April 2017 as "Pennsylvania 811 Safe Digging Month" in Spring City Borough. Mr. Sweeney seconded. Motion carried.

2. Spring City Electrical Land Development Plan.

Council discussed the land development plan items such as the area of lot coverage, parking issues, hiring of extra employees and granting a waiver request with regard to having Motley Associates review the Soil and Erosion Control Plan in lieu of requiring a review by the Chester County Conservation District.

Mr. Castor motioned to grant a waiver on the Spring City Electrical Land Development Plan to allow Motley Associates to review the Soil Erosion and Control Plan in lieu of requiring a review by the Chester County Conservation District. Mr. Battelle seconded. Motion carried.

3. Snow Removal Agreement.

Mr. Romain briefed council concerning a proposed service agreement with Henkels & McCoy to provide snow removal services to the Borough if requested.

Currently the borough is working to finalize an agreement.

Mr. Sweeney motioned to approve the snow services agreement with Henkels & McCoy when finalized. Mr. Kern seconded. Motion carried.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) PECO \$730.80; Flexible Benefits Plans, Inc. \$1,422.76; H.A. Berkheimer \$492.00; Action Data Services \$104.91; Baer Romain, LLP \$906.00; AT&T \$197.05; PAW \$25.67; Verizon \$156.19; Provident \$111.38; Staples \$58.98; Wrigley's \$174.04; Cigna \$70.20; Chester County Treasurer \$60.17; Universal Mailing Automation \$2,796.00. **TOTAL:** \$7,306.15. (STREETS) Oehlert Bros. Inc. \$500.23; Muni Billing \$1,593.77; Flexible Benefits Plans, Inc. \$4,193.06; A.J. Blosenski, Inc. \$3,192.10; Mowrey-Latshaw \$70.74; Chester County Solid Waste Authority \$7,310.52; AirGas \$31.10; Pottstown Roller Mills \$219.00; Eastern Salt Co., Inc. \$1,960.78; Provident \$59.36; Waste Management \$6,419.25; PECO \$133.56. **TOTAL:** \$25,683.47. (POLICE) deCordre

Automotive \$509.67; YIS Cowden Group, Inc. \$26.00; SFCW-LLC \$203.00; Oehlert Bros. Inc. \$643.02; Flexible Benefits Plans, Inc. \$5,760.06; Borough of Pottstown \$200.00; PAW \$653.99; Verizon \$302.72; Provident \$89.25; Staples \$715.00; Metropolitan Communications, Inc. \$940.00; Staples \$16.00; AT&T \$68.22; PECO \$129.50. TOTAL: \$10,257.03.

SEWER ACCOUNT: PECO \$1,234.99; M.J. Reider Associates, Inc. \$6,392.00; Oehlert Bros. Inc. \$36.95; Muni Billing \$1,517.44; Flexible Benefits Plans, Inc. \$2,261.61; J.C. Ehrlich Co., Inc. \$56.00; Mowrey-Latshaw \$70.94; EEMA \$3,815.38; PAW \$100.43; Baer Romain, LLP \$96.00; Buckman's Inc. \$602.00; Levengood Septic Service, Inc. \$1,752.66; AT&T \$44.20; Verizon \$181.47; Provident \$28.89; A.J. Blosenski \$525.00; Pottstown Roller Mills \$346.90; Staples \$9.99; USALCO \$2,354.40. TOTAL: \$21,427.25.

STREET LIGHTING FUND: PECO \$4,378.64. TOTAL: \$4,378.64.

PARK & RECREATION FUND: Tague Lumber \$22.59. TOTAL: \$22.59.

BUILDING & PROPERTY FUND: Triton Landscaping, LLC \$756.00; Denney Electric Supply \$336.15; Spring City Electrical Mfg. Co. \$1,487.00; Crystal Springs \$10.75; Oehlert Bros. Inc. \$229.50; Miller Bros. \$1,517.00. TOTAL: \$4,336.40.

PLANNING, ZONING & HOUSING FUND: Baer Romain, LLP \$1,072.00; Motley Associates, Inc. \$4,751.75. TOTAL: \$5,823.75.

SESQUICENTENNIAL FUND: Spring City 150 \$10,000.00. TOTAL: \$10,000.00.

WORKERS' COMPENSATION FUND: AmeriHealth Casualty Services \$11,188.80. TOTAL: \$11,188.80.

Mr. Kern motioned the bills be approved for payment as read. Mr. Battelle seconded. Motion carried.

ANNOUNCEMENTS:

Mr. Shaner announced the following committee meetings are scheduled for the month of February, 2017: **Sewer Committee**, Thursday, February 9th, 6:30 p.m.; **Planning Commission**, Wednesday, February 15th, 7:00 p.m.; **Parks & Recreation Committee**, Thursday, February 16th, 6:00 p.m.; **Police Committee**, Thursday, February 16th, 6:30 p.m.; **Finance & Ordinance Committee**, Wednesday, February 22nd, 6:30 p.m.

The March Borough Council meeting will be held on Monday, March 6th, 2017, 7:00 p.m.

EXECUTIVE SESSION:

Mr. Shaner stated there will be a five-minute recess and then council will go into executive session to discuss Litigation and Real Estate matters.

Mr. Shaner brought the regularly scheduled February 6th council meeting back to order.

Mr. Battelle motioned to approve the settlement offer subject to the solicitor's modification and also subject to a change that the entire line would be owned by the Borough of Spring City. Mr. Castor seconded. Motion carried.

ADJOURNMENT:

Mr. Battelle motioned the meeting be adjourned as there was no further business to come before Borough Council. Mr. Kern seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse